



CLACKAMAS
DOGS FOUNDATION

Board Meeting

Wednesday February 13, 2019

In Attendance: Lydia Hamann, Tom Feely, Al Bossen, Kristine Wallace, Jaime Diedrich, Kevin Moss

Absent: Dan Johnson, Lisa Bunday

Staff Attendance: Tamara Moxon, Greg Harris, Mike Bezner

Jaime called the meeting to order at **1:03** p.m.

Last month minutes approval

Jaime moved to approve last meetings minutes, **Al** seconded – Meetings approved

Welcome Kevin Moss! Kevin works in the Commissioner's office and we are happy to have him on the Board. He is a supporter of Putt for Mutts

Financials

Al moved to approve **January** financial statements, **Tom** seconded, financials approved

Donations: Mailer donations keep trickling in. Donations for January were \$6,600 (\$3,150 in donations and \$3,449 from fundraising).

Account activity: Market rebounded and our accounts were down approx. \$10,000 in December. Accounts earned approx. \$13,000 in January.

Is there an annual report for 2018 (pdf) that can be posted on the CDF Website. Yes, will be provided for posting.

Spay and Neuter Program: \$300 left in account. Foundation spent more this fiscal year than last year at this time. Approved transferring more funds into this account as needed for remaining fiscal year.

Presentation: Gabi Urbani: Please see attached summation of presentation. Gabi need to volunteer 40 hours at a non-profit organization to finish her school project. She has County and Union approval to do her project for Clackamas Dogs Foundation at Clackamas County Dog Services. Gabi will work with her colleague, Valerie Peck, who will also commit 40 hours to this project. Project completion goal is end of May. Al motioned to accept, Tom seconded, motion passed.

Dog Services Update

- a. Foster Program: Please see attachment for description that is going to be used on social media sites, for press releases, in the volunteer orientation and at events. Greg and Laura K. will be attending volunteer events for the County and Laura will focus her talks on the Foster program. Cameron with PGA is tweaking the content and formatting to work on a number of sites for maximum outreach.
- b. Play yard update: Destruction and construction is complete. Fiberglass car ports are on order and should be here in about 4 weeks. Curbing will be poured as soon as the weather permits proper curing. Still deciding where bark chips from previous enclosures will go. Bill for this to be sent to Foundation prior to fiscal year ending in July.
- c. Staffing update: Trisha Kraff – Lead Animal Control Officer
Brenda Sodowsky – Communication Specialist
- d. Training Program metrics: Tom talked to Laura Perkins and recommends the following tracking matrix:
 - i. Decrease in the number of adoption returns.
 - ii. Turnover rate time.
 - iii. Number of training plans with assessments.

Social Media Policy: Please see attached

Putt for Mutts

Greg has secured 18 donations, Rachael has secured 2 donations, Lydia has secured 2 donations. Please make sure to update shared Excel sheet as donations are confirmed and highlight as they arrive or are delivered.

13 tickets purchased so far.

5 Sponsorships confirmed, one check received.

Mike B. will ask his son for a painting.

Tom F. donated a camera package.

Suggestion to invite past adoptees to speak at event (success stories) and offer a ticket to the event.

Katie Pyne will perform for 2 hours (keyboardist) at the event. She will bring her keyboard and amplifier. She is donating her performance. Board ok'd making her a sponsor since her time will equate to more than \$500.

Greg created brochure for the event to thank sponsors and create more awareness (see attached).

Greg suggested we add a Dessert Wall to the event. Need to secure 10-20 donated desserts.

Volunteer/Staff Appreciation Dinner

Al and Greg visited the venue and talked to the manager...we are ready! Greg and Al will arrive at 4:30 to set up. Board members should arrive at 5:30. We need one Board member to work the greeting/sign in table.

Sign-up sheet in the volunteer area for staff and volunteers for head count (Greg will give total head count to venue prior to event).

Slide show in progress (Al)

Jaime will make cupcakes again for the dinner. Suggestions/recommendations for flavors were given to Jamie.

Thank you gifts for the volunteers – Bottles are on schedule. Should be delivered on 2-15-2019 per vendor.

Al and Board members looking into securing at least 20-30 gift cards, and other small gifts, for raffle that night. Lydia committed to paying \$100 toward the cards. Al has purchased some, Lydia purchased 10 gift cards and gave to Al, Al is asking for the Board to supply more.

Donor Call Feedback – Lydia: Started at top of amount list for January and worked down to \$100. Left messages for most of the donors and spoke to one who stated he did not like seeing dogs chained up so was happy to donate. Lydia will work on the \$100 level as soon as she is able.

Tom moved to adjourn. **Jamie** seconded. Meeting is adjourned at **2:10 p.m.**